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Norton, Massachusetts

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**NORTON HIGH SCHOOL BUILDING COMMITTEE
MINUTES OF MEETING**

August 2, 2011
Norton High School Library

Attending: Building Committee Chairman Kevin O'Neil, Mike Yunits (Town Manager), Patricia Ansay (School Superintendent), Paul Helmreich (Finance Committee), Brad Bramwell (Select Board), Mark Powers, Barry Nectow, John Forde (Custodial staff), Margaret Wood (PCI), Greg Smolley (JCJ Architecture), Julie Norris (JCJ), Arturo Arroyo (JCJ)

Call to Order: The meeting was called to order at 6:40 p.m.

1. Margaret Wood of Pink & Co. (PCI) took the minutes of the meeting.
2. The minutes from the July 12th meeting were reviewed and approved.
3. Julie and Arturo discussed the detailed development of the following:
 - Bathrooms (finalizing plumbing counts)
 - Administrative area (detailing with furniture has confirmed room sizes)
 - Library and support spaces layout and furnishings and adjacent flex labs
 - Science labs (tracking the MSBA's evolving guidelines)
4. The use of the color purple on the exterior and interior of the building was discussed. Julie asked if there was a strong feeling about the choices for the color. Margaret commented that it seems important that the purple work with the brick of the exterior. The color of the existing bleachers was noted as a memorable color (Tom Withers supplied a sample to JCJ). Team uniform team colors have been extremely variable over the years. Pat noted that the school colors are white, purple and black.
5. JCJ circulated a sample of Alucobond as a possible exterior and interior surface. JCJ is considering it for the long cafeteria wall to introduce an alternative wall surface to the block wall. Tom asked about the acoustical quality: Greg noted that the acoustical softening in the cafeteria is largely coming from the ceiling, but that the Alucobond is also rubber backed. Several questions were asked about the durability and scratch resistance of the surface. Barry and Tom commented that it would get damaged, and that maintenance and replacement costs must be a consideration. Kevin asked about alternative materials and whether the wall might be more than one color. Greg noted that if an aluminum panel was the final decision, JCJ would not accept an alternative. Tom asked that the Committee see comparable pricing for alternative surfaces.
6. Cafeteria. Julie noted that high school cafeterias are becoming more like food courts. She shared options for seating, one with very standardized seating, the second with a mix. She commented that mixing up the seating options tends to

reduce noise. She explained the detail of two options: one with more uniform seating, one with very diverse seating. Greg queried the group on fixed for movable seating, and loose seating was preferred for flexibility. It was agreed that the chairs needed to be able to stack. Julie noted that if the loose chairs will be used for assembly in rows of more than 7, they need to be attachable. Julie also asked about low versus high tables: Pat thought this was a good idea, but noted that the principal and assistant principal should weigh in on the idea. Other comments supported the idea of having some tall tables but for standing up eating only. The idea of multiple shapes was positive for all.

Julie showed a perspective of the cafeteria and recapped the previously presented ceiling and wall materials. Arturo discussed the acoustic materials: perforated wood panels with acoustical backing are a major feature. The metal decking and the steel frame would be exposed. Several participants noted that they liked the lightness of the ceiling in the rendering. Greg noted that low point of the ceiling materials is about 8' and the high point is 14'-4".

7. Auditorium. Arturo walked the participants through the ADA adjustments: access directly to stage through the elimination of a side storage room and distributed seating. Additional storage space will be created across the hall. Kevin suggested that the existing door into the new accessible stage access be maintained.

Modifications to the entrance open up the entrance and create visual connections between the upper tier seating. JCJ is looking at using a light colored wood acoustical surface to brighten up the space. The intention is to provide a new control panel and a follow spot to facilitate student control of theatrical equipment without use of a catwalk. When you cut down the "cattle shoot" you modify the acoustics in ways which must otherwise be accommodated.

Pat recommended that the safety of the small backstage mezzanines be reviewed.

The adjacent men's and women's bathrooms have been reconfigured to eliminate the current problematic site lines.

8. Julie presented some samples for the carpet and stage curtain. She is recommended branded nylon carpet tiles because they will withstand most harsh chemicals and are extremely durable. Julie described the cleaning protocols. Mark Powers heartily endorsed the use of carpet tiles.
9. Library. Julie described details of the entrance (oversight by librarian plus soft seating), different types of grouped seating (flexible use for several classes or activities), use of laptops (to be available to check out in any location), low shelving throughout (for visibility), opportunities for new technology (interactive collaboration table of Smart Board at center of long wall). Shelving shown will accommodate current number of volumes and stacks will be on casters.

Kevin asked whether restrooms which can be overseen by the librarian could be incorporated. JCJ will review.

10. Science Classrooms. Julie described several ways in which the new MSBA guidelines are being incorporated:
- Fume hoods will be located between the classroom and the prep rooms, and accessible from both sides
 - Tables to be mobile (several options were illustrated). Fixed casework with sinks will be on the walls.
 - Options for location and equipment for teacher desk
- The goal of the guidelines is to anticipate wireless technology and to encourage more teacher/student engagement. All rooms will have stacks to accommodate future fit-out. Power and venting will be provided.

The diagonal prep room was discussed. JCJ will layout prep spaces to determine if this is the best plan layout. Paul Helmreich applauded the relationship between the entrance to the room and the teaching focus.

11. Next steps discussed:

Submittal
Bringing CM on board and estimating
Discussion of typical classroom

12. The upcoming milestones are as follows:

Wednesday, August 3rd: RFP addendum issued
Monday, August 8th: RFP responses due
Tuesday, August 9th: Building Committee meeting (site design review)
Friday, August 12th: Analysis of RFP responses presented to Building Committee
Tuesday, August 16th: Interviews with top ranked RFP respondents
Friday, August 19th: Decision on CM firm and notification
Week of August 23rd: Kick-off meeting
Mid-September: MSBA Design Development submittal due
Friday, October 14th: Homecoming

Adjourned: The meeting was adjourned at 8:30 p.m.

Next Meeting Date: Tuesday, August 9th, 2011, Norton High School Library. The site design and details of typical classrooms will be reviewed.

Respectfully Submitted, Margaret Wood, Pinck & Co. Inc.
